

ANNUAL GENERAL MEETING

Minutes

Date: Thursday 24th of October 2019

Time: 4:30pm

Venue: Adina Hotel Perth - Mounts Bay Road, Perth WA 6000

1. Attendees

Sophie	Ahern	Jenness	Gardner	Sarah	Seymour
Chris	Avent	Cameron	Gibbs	Margaret	Stronge Smith
Andrew	Brien	Erin	Gray	Tiana	Tran
Peter	Byrne	Cathryn	Greville	Anna	van Oosten
Joe	Calleja	Yvonne	Haigh	Gavin	Lewis*
Janis	Carren	Cassie	Harrison	Amy	Bouckley*
Paulash	Chatterjee	Elizabeth	Harrison	Andrew	Dunkin*
John	Clifton	Jo	Harrison-Ward	Ines	Elloy*
Sarah	Cowie	Danielle	Hay	Yohan	Fernando*
Ian	Cowie	Andrew	Lee	Nadia	Khalaf*
Wally	Cox	Colin	Murphy	Susannah	Nichols*
Courtney	Farmer	Luke	Podolan	Jenni	Ogilvy*
Emma	Forrest	Mike	Rowe	* IPAA WA Staff	

Apologies:

Jodi	Cant	Brooke	Jones	Lea	Wright
Suparna	Chatterjee	Marta	Makuch	Jhovana	Kelly*
Steven	Grewal	Lorraine	McGann	Charlien	van Wyk*
Bronwyn	Gunn	Marion	Seboa	* IPAA WA Staff	
Michelle	Hoad	Stuart	Smith		
Susan	Hunt	Mike	Wood		

The IPAA WA President, Colin Murphy, opened the meeting at 4.41pm. The Chair welcomed all members and acknowledged Life Members, National Fellows, WA Fellows and WA Council Members. The Chair thanked all of IPAA WA's Corporate Members for their support and recognised the Premier Corporate Members.

The Chair confirmed that all AGM obligations under the Constitution had been met and that a quorum was present. In addition, the President noted that a number of proxy votes had been received for the AGM.

2. Confirmation of the Minutes of the Previous AGM

Motion:

That the Minutes of the Annual General Meeting held on the 25th of October 2018 are accepted. There were no questions regarding the minutes.

Moved: Yvonne Haigh

Seconded: Andrew Brien

All in favour, none opposed. Motion Carried.

3. Annual Report

Colin Murphy informed the meeting that the Annual Report had been previously emailed to all members and that there were hard copies available at the meeting. The Chair highlighted the key points of the President's Report.

In addition, Colin Murphy provided an overview of the key points in the Financial Report. He noted that equity had now reached \$1.43 million. He acknowledged the work that the IPAA WA CEO, Gavin Lewis, and all the IPAA WA staff had done in relation to the very strong financial position which IPAA WA is currently in and particularly the positive results of the last six years.

The President informed the meeting that the CEO's Report and the audited financial reports can also be found in the Annual Report and he then opened the floor to any questions.

Question 1

John Clifton asked the Chair what the reasons were for the decrease in individual membership and the strategies to address this decrease.

The Chair replied that the IPAA WA Council have been discussing this matter at length at Council meetings. An analysis of all membership categories, benefits and options is currently underway. Once this analysis is completed, which is anticipated in the new year, a long term strategy regarding individual membership and corporate membership will be developed.

The Chair asked Gavin Lewis (GL) to add any additional information. GL added that even though the analysis had not been completed, anecdotal evidence from the membership survey points to two main reasons for the decrease in membership; 1) people join IPAA to receive the immediate discount on a professional development program and once this program is completed they do not renew their membership and 2) people pay for their own individual membership and do not value the significant discounts offered to individual members as the person's organisation will pay for professional development programs.

There were no further questions regarding the Annual Report.

The Chair tabled the Annual Report.

4. Election of Officer Bearers and new Council Members

Colin Murphy informed the meeting that notice was previously sent to all members and the following nominations were received for the Council of IPAA WA.

President	Mike Rowe
Vice President	Chris Avent
Treasurer	Colin Murphy
Secretary	Jo Harrison-Ward
General Member	Jodi Cant
	Emma Forrest
	Cameron Gibbs
	Janis Carren
	Lea Wright
	Lucy Gericevich

The number of persons nominated in accordance with the Constitution rule 34(2) for election to membership of the Council for the positions of President, Vice President, Secretary, and Treasurer, did not exceed the number of vacancies for these positions. As such, the Chair declared that the following positions were elected unopposed:

President	Mike Rowe
Vice President	Chris Avent
Treasurer	Colin Murphy
Secretary	Jo Harrison-Ward

Colin Murphy advised that he had spoken to the new President, Mike Rowe, and both agreed that Colin continue to Chair the remainder of the AGM.

The number of persons nominated in accordance with the Constitution rule 35(2) for election to membership of the Council for the position of General Member (3 positions) exceeds the number of vacancies for this position. As such, an election process was held to enable the vacancies to be filled.

The Chair explained that to aid in the member's decision, IPAA WA asked members who had nominated for the vacant positions to write a short 150 word statement to support their nomination. These statements were circulated to all members previously. Colin Murphy provided a few minutes for members to peruse the document to reacquaint themselves with the information. He then explained the voting process.

At the 2019 AGM, any Council member elections will be conducted via the following method.

- Each voting member (at the AGM or proxy) will receive a voting slip.
- Each voting member will be requested to preference each candidate from most preferred to least preferred for the nominated position.
- For a vote to be valid, the member must number each candidate based on their preference and all candidates must have a preference assigned.
- Each vote will then be tallied and the candidate will be assigned a score, 1 point for every 1st preference, 2 points for every 2nd preference, 3 points for every 3rd preference etc.
- The candidate(s) (depending on the number of positions available for that particular position) with the lowest score or scores will be declared the winner(s).

The Chair asked the IPAA staff to hand out the voting slips for the position of General Members.

The voting slips were filled out by the voting members and collected. The Chair (IPAA WA President), two current Council members (not up for re-election) and three IPAA WA staff members left the room to tally the vote.

The tallying was completed and Colin Murphy announced that the successful nominees were;

Janis Carren
Emma Forrest
Jodi Cant

Colin Murphy congratulated and welcomed the newly elected members to the IPAA WA Council and thanked all the nominees for nominating.

The Chair acknowledged the work of the outgoing Council Members of IPAA WA and thanked them.

Treasurer	Jean Wei Choo
General Member	Michelle Andrews

Colin Murphy informed the meeting that he had obviously decided to not re-nominate to the position of President of IPAA WA after two terms. Colin thanked the IPAA WA Council, IPAA WA Staff and all members of the Institute for their support over his term as President.

5. Motions Received

There were no motions received.

6. General Business

There was no General Business received.

Colin Murphy thanked the IPAA WA CEO, Gavin Lewis, and all the IPAA WA staff for their hard work and dedication to the organisation and for the great results achieved.

The Chair then highlighted a few up-coming IPAA WA events and other general announcements.

Colin Murphy invited all members to have a drink and some nibbles at the conclusion of the meeting.

Gavin Lewis addressed the meeting and passed on his gratitude to Colin for the wonderful work he had done as IPAA WA President. On behalf of the membership of IPAA WA, the Council and staff, Colin was thanked for his tremendous contributions.

The meeting was closed at 5.15pm.